APPENDIX

Vol. 33, No. 50 December 13, 1974

REPORTS OF MEETINGS HELD AT THE LIBRARY OF CONGRESS BEFORE THE CONVENING OF THE 40TH GENERAL COUNCIL MEETING OF THE INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS

THE FIFTH COURSE IN LAW LIBRARIANSHIP OF THE INTERNATIONAL ASSOCIATION OF LAW LIBRARIES
Washington, D.C., November 11-15, 1974

The fifth course in law librarianship, sponsored by the International Association of Law Libraries, was held during the week of November 11-15 on the topic of "Research in American Law." Visiting librarians from 17 countries were entertained by the Law Library of the Library of Congress, and instructed by a faculty of outstanding law librarians, professors, and governmental and legal experts.

THE AMERICAN JUDICIAL SYSTEM

Monday, November 11, was devoted to the American Judicial System. Following welcoming remarks by Gerhard J. Dahlmanns, President of IALL, and Marlene C. McGuirl, Chief of the Library of Congress American-British Law Division and Program Director, the Honorable Harold Leventhal, Judge of the U.S. Court of Appeals, D.C. Circuit, gave the opening lecture, "Introduction to the U.S. Court System." Judge Leventhal emphasized the importance of historical documents in the field of law and paid respect to the help provided the judiciary by librarians in obtaining those documents.

Quoting John Marshall, the judge said, "It is emphatically the province and duty of the judicial department to say what the law is." He then discussed the development of the American system of Federalism and the overlapping State and Federal jurisdiction. The concepts of original and concurrent jurisdiction and diversity of citizenship were mentioned, as well as the separation of powers and independence of the judiciary.

Judge Leventhal spoke on the adversary system, how political questions often become judicial questions, and of the judiciary as the "least dangerous" branch of Government. In conclusion, he mentioned the increased caseload in the Federal court system due to the amount of agency and criminal appeals and the possible future splitting of the 5th and 9th Circuits.

Following the opening luncheon at the National Lawyers Club, the conference returned to the Library of Congress for a lecture on "U.S. Case Reporting–Federal and State Finding Tools" by Mrs. McGuirl. She pointed out that law reports and tools of access to these reports are especially important in the United States because of its common law tradition and because of the doctrine of *stare decisis* which requires courts to follow decisions of the past. A case reporter is official when it is published pursuant to some kind of statutory authority. Unofficial law reports are published by commercial publishers. About one-third of the states no longer publish their own official reports and have either officially adopted or rely on the decisions as reported in the regional reporter of the National Reporter System.

Mrs. McGuirl then outlined the major case reporters on the Federal level and mentioned the special features of each publication. These included the five sets of reports for decision of the U.S. Supreme Court, and the four reporters covering the lower Federal decisions.

One of the principal finding tools for American case law is the *American Law Reports.* While publishing only the most significant Federal and State cases in a given year, it also contains annotations on major legal issues as well as synopses of briefs of counsel.

Digests are another important case finding tool. A digest may be one of several kinds: (1) a total digest, such as the American Digest System covering all case law in the United States; (2) digests of a particular court such as the *U.S. Supreme Court Digest;* (3) regional digests such as those for the National Reporter System; or, (4) digests covering a particular court system such as the *Modern Federal Digest.*

Following the lecture, the reference staff of the American-British Law Division took the conference members on a tour of the Law Library.

ADMINISTRATIVE LAW, SECONDARY SOURCES

The second day of the conference, November 12, dealt with the organization and literature of the executive branch of the Government and with secondary sources used in legal research.

Robert Park, Professor of Law at George Washington University National Law Center, presented an "Introduction to Administrative Law."

He defined administrative law as the "law governing governmental process" and stated that this process is "overwhelmingly managerial." He believes that administrative law has been misunderstood by both academicians and lawyers. Administrative law is often taught in law schools from the point of view of a legal process when actually it is a managerial process involving specialized and technical information. For this reason, administrative agency libraries have tended to become largely technical and involve more specialized materials than are used in legal research.

The two basic functions of an administrative agency are the rulemaking function and the adjudicatory function. The rulemaking function deals with the disposition of general statutes and is retrospective. The kind of hearing under the judicial function will usually depend on (1) the interest at stake, (2) the kind of procedure required by statute, (3) the nature of the proceeding, and (4) fundamental notions of fairness.

When the legislature delegates power to an administrative agency, a large amount of informality is tolerated. This informality may consist of a hearing on the record for cases involving serious adjudication or rulemaking, or it may consist of a hearing off the record wherein formality is relaxed and a great deal more discretion on the part of the agency is allowed.

The lawyer's interest in agency action is with judicial review by the courts of agency decisions, as well as the decisions themselves. He must not totally rely on these, however, because of the dynamic nature of administrative agencies and their subjectivity to constant change. Mr. Park further remarked that agency decisions can often be misleading to the lawyer because they are not written by the agency's board members and often do not reflect the attitudes of the board. Concerning the scope of judicial review of administrative action, Mr. Park pointed out that the court will (1) review the record as a whole, (2) will apply a substantial evidence test based on the whole record, and (3) will make an independent interpretation of any constitutional issues.

In closing, the speaker reiterated his basic notion that administrative law was largely concerned with management and economic planning, and was therefore not an area in which a judge was qualified to make a decision. He suggested two ways in which judges might be restricted: (1) legislative action whereby Congress gives a clearer definition of what it wants and (2) judicial restraint whereby courts adopt the attitude that the agencies themselves have the expertise and can be trusted to do a good job.

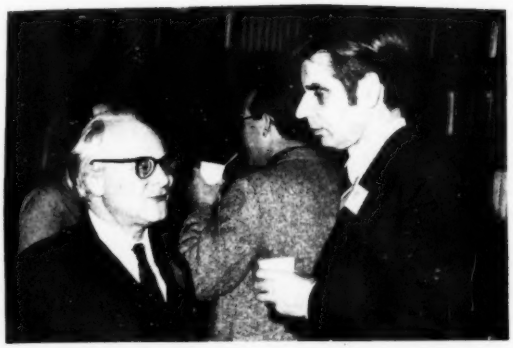
Marvin Hogan, Library Director, U.S. Department of Justice, presented a lecture on the "Literature of Federal Administrative Law." Mr. Hogan began his discussion with a description of treaties and executive agreements—a category of materials not usually included with the treatment of administrative law documents. He emphasized the increasing ratio of executive agreements to treaties. Until 1949, executive agreements and treaties were printed in the *United States Statutes at Large.* In 1950, *United States Treaties and Other International Agreements* appeared as a separate serial publication. The 12-volume compilation, *Treaties and Other International Agreements of the United States of America, 1776-1949,* consolidates English texts or official U.S. Government translations. Mr. Hogan also called attention to the usefulness of the Department of State's *Treaties in Force.*

Presidential documents in the form of proclamations, executive orders, and reorganization plans were explained, as well as the Federal Register system. Department and agency decisions such as the *Opinions of the Attorney General* and other official reporting series of regulatory agencies were discussed along with commercial looseleaf services and treatises on administrative law.

A discussion on indexes to the immigration and nationality laws decisions occupied most of the question-and-answer period.

At the afternoon meeting, Jack Ellenberger, librarian at the Washington, D.C., law firm of Covington and Burling, discussed "Secondary Authority," referred to as indexes to primary authority in Anglo-American common law practice.

Mr. Ellenberger described the American Digest System, including the techniques of locating case law by legal topic, fact words, and case names. The West Publishing Co. digest of over 400 subjects is one way to determine what is current, and topically available. The American Digest System is a subject classification scheme whereby decisions that were reported chronologically in the various units of the National Reporter System are rearranged by subject, bringing together all cases with a similar legal point. Mr. Ellenberger



W. A. F. Steiner, University of London, and Gert Reinhart, Federal Republic of Germany.

Mrs. McGuirl; J. E. Rowe, Department of Justice, Canada; Christian L. Wiktor, Dalhousie University Law School Library, Canada; and Lynn Pollack, New South Wales General's Library, Australia.

then reviewed the importance of such West law finders as the key number system, scope notes, and words and phrases.

The keystone of the American Law Reports is the massive annotations that cover all facets of the law. ALR is not a topical reporter; it has no advance sheets, but it is supplemented by the Later Case Service and pocket parts in a very complex system. It may take up to a year to prepare an annotation. Mr. Ellenberger also referred to the citator system developed by Lawyer's Cooperative, a system which uses a computer to update case law.

The legal encyclopedias were described as complete, integrated systems of all law, State and Federal. They develop case law in literary style and since the encyclopedias are massive codes of common law they eliminate the need for many treatises. The two major encyclopedias, *American Jurisprudence* and *Corpus Juris Secundum*, were compared.

Other secondary sources discussed were treatises, legal periodicals and their indexes, and looseleaf services, which are hybrids combining law, regulations, cases, and treatise materials in one service.

Finally, Mr. Ellenberger referred to citators such as Shepard's that contain statutes, regulations, and cases in a tabular form, used to check the status of authority.

THE AMERICAN LEGISLATIVE SYSTEM

Wednesday, November 13, was devoted to lectures on the legislative branch of government, the publications it generates, and the uses of these publications in compiling legislative histories.

Herbert Hoffman, the Director of the Government Relations Office, American Bar Association, presented a paper on the "American Legislative System." He quoted Chief Justice Burger's statement that "legislation is the chief instrument of change," adding that it has not always been that way. Following the industrial revolution, life became more complex and legislation, as a result, more important. In his opinion, the "American legislative process" is a misnomer because in the United States there are 51 State legislative systems and one Federal system. He then compared and contrasted the State legislative systems. With respect to the Federal legislative system, Mr. Hoffman pointed out that, although its main characteristic is said to be the principle of separation of powers, in fact there exists a very strong interplay between the legislative and the executive powers, and to a smaller extent also between them and the judicial power. He gave numerous examples to support this point.

Broad lines of legislative policy are set by the President; in fact, some 95 percent of all enacted legislation is conceived by him. Therefore, it may be said that the Executive proposes and the Legislature disposes. Describing the activities of the Congress as a legislative body, Mr. Hoffman emphasized that of some 25,000 bills in a Congress, only four percent are enacted. Mr. Hoffman touched briefly on the making of assignments to individual Congressional committees and described the several categories of bills, such as public, private, and companion bills. He further devoted some attention to the *Congressional Record* and to Congressional hearings as very important information sources to be used for drafting legislation. It was pointed out that Congress can hardly legislate

without the representatives of interest groups. They are, Mr. Hoffman said, information developers, and they publicize voting records of House and Senate members. Most important is the fact that they provide representation for ethnic, professional, and other groups which are not represented as the composition of Congress is strictly geographical. During the question-and-answer period, Mr. Hoffman answered a variety of questions, including the effect of technology on the congressional process, the function of the Bill Status Office, the verbatim transcripts of congressional sessions and committee meetings, the quorum requirements, the problem concerning a prospective increase in the terms of Members of Congress, and the functions of the Library of Congress as an arm of the Congress.

Mary Oliver, Professor and Law Librarian of the University of North Carolina, lectured Wednesday morning on statutory publications. Starting with a definition of statutory law, Miss Oliver described the variety of forms of law—constitutions, treaties, resolutions, acts of legislative bodies, interstate compacts, and reorganization plans—making distinctions between public and private acts and those of a permanent or temporary nature. The term "session laws" was used as a generic term for all laws and resolutions enacted by a particular session of the legislature and the term "code" was used as a generic term to include revised statutes, compilations, and annotated codes.

Common sources for the U.S. Constitution such as the *U.S.C.A., Federal Code Annotated* and *The Constitution of the United States of America, Analysis and Interpretation* (prepared by the Library of Congress Congressional Research Service) were described, and special features such as tables of amendments and repeals in the *U.S. Statutes at Large* were delineated. State legislative publications, illustrated by those of North Carolina, and methods of supplementation were explained, as well as reasons for retaining session laws. A lively question-and-answer period, including the problem of researching state laws, followed.

"Legislative History; Its Significance in the American Legal System" was the topic, presented by Morris Cohen, Law Librarian of Harvard University, at the afternoon meeting.

The outcome in the majority of court cases depends on the interpretation of some legislative enactment. This interpretation may involve determination of the intent of the legislature behind its passage. The importance of legislative histories in the American legal system was emphasized, as well as the responsibility of law librarians to make available the documents involved with the compilations of these histories.

The documents used in searching for legislative intent were described and their relative importance as source material was evaluated by Mr. Cohen. Following earlier reticence, the court during the 20th century has become more receptive to evidence of legislative intent as a means of unravelling some of the legislative ambiguities caused by the impreciseness of the English language or the intentional vagueness due to political bargaining, without which much of the legislation would never have been passed.

The Congressional committee reports constitute the most authoritative source of legislative intent. Since much legislation is initiated by the executive branch, Presidential documents and executive documents may also provide indirect evidence. Bills and their amendments show expressed intent through specific language changes. Hearings, a lower level of authority, are valuable as far as partisan testimony is concerned. The debates carry some weight, particularly statements of the introducer of a bill or the chairman of the committee reporting the bill. Related documents outside the legislative sphere may even be used to show social and economic conditions which gave rise to the need for the particular piece of legislation.

The relative merits of the various research tools used in locating necessary documents and in determining their status were discussed. Mention was made of the available compiled legislative histories and the microform editions of Government documents that make possible a wider dissemination of the materials necessary for the compilation of legislative histories.

Later Wednesday afternoon, Lester S. Jayson, Director, Joseph E. Ross, Chief of the American Law Division, and Dicran Barian, American Law Division, all three of the Congressional Research Service, Library of Congress, spoke on the role of CRS. They described some of the means by which communications and information are channeled and stored for use by CRS and the Law Library in the conduct of their mission to provide legal materials and information to the Congress of the United States.

SELECTION, ACQUISITION, CLASSIFICATION, CATALOGING

Thursday, November 14, was devoted to acquisition and processing information, with a special class on the non-book forms used in law libraries. The meetings were all held in the Coolidge Auditorium.

Carleton W. Kenyon, Law Librarian of the Library of Congress, addressed the morning session on the classification and cataloging of American materials. Mr. Kenyon outlined the American experience with bibliographic control and the development of the classification schemes for law materials. He explained that most abstracting, digesting, and indexing functions in this country have been done by law publishers.

The impetus and drive for standardization and uniformity in law cataloging and classification occurred after World War II. Before that, legal materials were arranged by form with primary literature arranged chronologically and secondary literature arranged alphabetically by author. Law libraries at Yale, Harvard, and Los Angeles County developed their own arrangements.

Samples of the Library of Congress *Classification, Class K, Subclass KF, Law of the United Kingdom and Ireland,* 1973 and the *Additions and Changes* list were circulated. Mr. Kenyon emphasized that the formulation of a scheme differs from the more formidable process of application of the scheme to new materials and retrospective materials in collections.

Richard Sloane of the Biddle Law Library, University of Pennsylvania, gave an informative lecture on the acquisition of legal materials, a subject he approached from two different angles by considering both the basic principles for acquisition and the most useful tools for actual selection.

Mr. Sloane began his discussion of the basic principles by citing the great importance of establishing in detail the goals or objectives of a law library. All of its available legal talent should be involved in this process, as well as in the selection process itself. The basic objectives of a law school library would normally be, for instance, to support the curriculum of its school. Available and expected financial resources, the physical facilities, and many other factors will often make it necessary to adjust and redefine the objectives of a law library in order to make them more functional. Thus, the functional objectives or goals constitute the framework for the selection process. The building of a good and balanced collection is a long-range project, however, and acquisition programs should be planned five to ten years into the future. Of necessity, plans for the future have to be rather flexible. Today it is easy to predict that such subject fields as environmental law and the law of the sea will increase in importance, but normally this kind of prediction is very difficult to make. It is also difficult to disregard personal biases or preferences and to keep in mind that the goal is to achieve a balanced library collection in accordance with the already established and rather detailed specific objectives. Above all, the person selecting materials should exercise moderation in all of his decisions.

A very difficult problem arises from having to harmonize the desire to build a balanced collection of lasting value and the need for unavoidable and costly acquisition of ephemeral materials such as looseleaf services and yearly supplements to many large sets in order to meet the demands of current interests. Mr. Sloane estimated that the cost of acquiring transitory material in many American law libraries amounts to about 80 percent of their available funds, but it follows directly from the character of legal publications that any law library has to spend a substantial part of its available funds to keep its collections up-to-date.

The speaker turned then to a discussion of the tools available for the selection of American legal materials. From a large number of publications, he had selected relatively few of those used extensively in American law libraries, and he discussed each of them in some detail. His selection covered both comprehensive, retrospective bibliographies and tools for the selection of current materials. It also covered tools for locating legal bibliographies on specific topics.

The questions asked after the lecture concentrated mostly on two frequently used acquisition tools: *Law Books in Print* and *Law Books Recommended for Libraries.* The publisher of the former, Philip F. Cohen of Ocean Publications, noted that supplements to the current edition of *Law Books in Print* cover the time up to July 1974, and that a five-volume edition of the entire work will be published in 1975. The publisher of the latter, Fred B. Rothman of Fred B. Rothman and Co., noted that 18 of the original 46 bibliographies in *Law Books Recommended for Libraries* have recently been supplemented and that a number of additional supplements are being prepared.

On Thursday afternoon, Julius Marke, Law Librarian, New York University, New York City, spoke on "The Law Library and the Non-Book Form."

He said that two major developments which have had a significant influence on law libraries and non-book forms have been the retrieval of information with computers and the miniaturization of legal materials. Among the advantages of what Mr. Marke calls "legal micro materials" in a law library are that they save storage space, that they do not deteriorate as paper does, and, that they can be used as a sub-

stitute for multiple copies of one title.

Addressing himself to the adoption of standards for legal microform materials, Mr. Marke remarked that scholarly standards are important because some publishers have eliminated editorial features of some of the works being reduced to microform. As to technical standards, he referred those present to the Library of Congress standards in this area.

Regarding the problem of how much of a law collection should be in microform, Mr. Marke noted that standards for law school libraries issued by the American Association of Law Schools permit up to 20 percent. As to the number of readers or reader-printers in a law library, Mr. Marke was of the opinion that there should be one for every seven or eight readers.

Mr. Marke closed his remarks by pointing out that today law libraries can acquire on microform only what the publishers choose to put out. He urged law librarians to take the initiative and tell publishers what they want available on microform.

[*Charles F. Brookes, Michael C. McGoings, Loretta A. Norris, Armins Rusis, Robert L. Nay,* and *Finn Henriksen*]

SEMINAR FOR LATIN AMERICAN LIBRARIANS AND DOCUMENTALISTS
Washington, D.C., November 14-16, 1974

The IFLA/UNESCO-sponsored Seminar for Latin American Librarians and Documentalists was supported by a grant from UNESCO and brought together librarians and documentalists from Latin America and the Caribbean. Travel and other expenses for 16 invited participants who attended the Seminar and remained for the 1974 General Council Meeting were covered by the UNESCO grant. Included in this group were Blanca Alvarez, Universidad Central de Venezuela, Caracas; José Arias Ordoñez, Instituto Colombiano para el Fomento de la Educación Superior, Bogotá; María Bonilla de Gaviria, Biblioteca Nacional, Lima, Peru; María Elena Cardona, Biblioteca Regional del Caribe, San Juan, Puerto Rico; Antonio Caetano Dias, Escola de Biblioteconomia e Documentação, Rio de Janeiro, Brazil; Maritza F. Eustatia, Stichting Wetenschappelijke Bibliotheek, Willemstad, Curação, Netherlands Antilles; Antonio Gabriel, Associação Paulista de Bibliotecarios, São Paulo, Brazil; Frederick E. Kidder, Graduate School of Librarianship, University of Puerto Rico, San Juan; Judith Licea de Arenas, Presidente, ALEBCI, Universidad Nacional Autonóma de Mexico, Mexico, D.F.; Sofia Mareski, Administración Nacional de Telecomunicaciones, Asunción, Paraguay; José María Martínez, Facultad de Filosofía y Letras, Universidad de Buenos Aires, Argentina; Víctor Martínez, Centro de Desarrollo Industrial del Ecuador, Guayaquil; Victor U. Mendieta, Universidad de Panamá, Panamá; Francisca Rodriguez, Universidad de los Andes, Mérida, Venezuela; Adolfo Rodriguez Gallardo, Universidad Nacional Autónoma de México; and Efraim Rojas Rojas, Universidad de Costa Rica, Ciudad Universitaria "Rodrigo Facio."

These participants were joined by other librarians from Latin America and the Caribbean who came to Washington for the IFLA sessions and were invited to join the Seminar sessions. Among them were Cordelia R. de Cavalcanti, Camara dos Deputados, Brasília, Brazil; Dona Maria Luisa Monteiro da Cunha, Universidade de São Paulo, Brazil; Lynette C. Biggart Hutchinson, Central Library, Port-of-Spain, Trinidad and Tobago; Nora Osuna, Universidad de Los Andes, Mérida, Venezuela; and Rosemary de Paula, Openbare Leeszaal en Bibliotheek, Wilhemstad, Curação, Netherlands Antilles. Olga Diakonova, UNESCO Division of Documentation, Libraries and Archives, several speakers and observers, and members of the Seminar Planning Committee (Carmen Rovira, OAS; William V. Jackson, George Peabody College for Teachers; and Mary Ellis Kahler, Library of Congress, Chairman) also met with the seminar during the course of its sessions.

Participants arrived by November 13, when they received their program materials including Spanish-language abstracts of the presentations to be made at sessions. After an early morning bus ride from the hotel, the sessions began at 9 a.m. on November 14 in the Woodrow Wilson Room of the Library of Congress. In her welcoming remarks, Margreet Wijnstroom, Secretary General of IFLA, emphasized the unity of purpose among librarians of the world. She described two earlier pre-conference seminars; the first, attended by librarians from English-speaking Africa, met in Liverpool in 1971, and the second, for librarians from French-speaking Africa, met in Grenoble in 1973. She stated that wide participation in IFLA is vital to the development of a system of universal bibliographic control (UBC) and that IFLA stands ready to aid Latin American librarians and

Seated around the conference table (clockwise) are Víctor Martínez, Antonio Gabriel, Antonio Caetano Dias, María Luisa Monteiro da Cunha, Maria C. Bonilla De Gaviria, Blanca Alvarez, Sofía Mareski, Lynette C. Biggart Hutchinson, Francisca Rodríguez, Nora Osuna, Maria Elena Cardona, Victor U. Mendieta, Judith Licea de Arenas, Efraim Rojas Rojas, Adolfo Gallardo Rodríguez, and José Arias Ordoñez; standing is Rodney Sarle.

documentalists in their efforts to plan, create, and develop library and information systems.

Olga Diakonova, UNESCO Department of Documentation, Libraries and Archives, brought the good wishes of UNESCO and linked the seminar with the two earlier seminars for librarians from developing countries. She cited the September UNESCO Conference on the Planning of National Documentation, Library and Archives Infrastructure [see the LC *Information Bulletin,* November 29, pp. 396-397], at which 17 Latin American countries had been represented. At this conference, national information systems (NTIS), encompassing all information services and supporting national plans for social and economic development, had been strongly endorsed. She urged seminar participants to support these objectives.

Robert A. Harte, Vice President, International Federation for Documentation (FID), welcomed participants and saluted the growing cooperation between librarians, archivists, and documentalists in the development of information systems. FID was pleased to have been able to co-sponsor the seminar through the reassignment of funds previously allocated to FID participation in IFLA. He referred to the regional Latin American activities of FID/CIA and hoped that the tradition of regional activity would be stimulated by the seminar.

Rodolfo Martínez, Executive Secretary for Education, Science and Culture of the General Secretariat, OAS, then spoke to the group. He reported on the efforts of the OAS Library and Archives Development Program to obtain multinational support for MARCAL or a Spanish-language version of the MARC II format to serve the needs of Latin America. He also referred to OAS sponsorship of conferences to promote the development of integrated library and information systems.

Speaking for the Librarian of Congress, Paul L. Berry, Director of the Reference Department, greeted the group, mentioning the Library's long-term interest in Latin America and its pleasure at being able to assist in the organization of the seminar. He invited participants to return and visit the Latin American, Portuguese, and Spanish Division.

William V. Jackson, Chairman and moderator of the seminar sessions, introduced James P. Riley, Executive Secretary, Federal Library Committee,

whose presentation opened a day of sessions on planning, coordination, and implementation of library and information systems at the national level. Mr. Riley explained the need for a coordinating body to ensure the development of efficient, compatible, and useful library programs within the national library community and the potential benefits of such a coordinating body to libraries at large. A demonstration of the Ohio College Library Center (OCLC) terminal which the Federal Library Committee has installed was featured. Bibliographic entries for titles of interest to Latin America were shown on the terminal screen.

Henriette Avram, Chief of the Library of Congress MARC Development Office, spoke on the work of that office in the automation of the Library's technical processes. Its projects have included systems for the automated control of Order Division records; creation of the MARC data base, consisting of bibliographic records in the MARC II format and its use in the systematic retrieval of bibliographic information; the automated process information file now being developed; and the CONSER project for converting data on serials into machine-readable form. Of special interest to the seminar was the information that Spanish and Portuguese language materials would be included in the MARC data base in 1975; Mr. Riley had also supplied figures on the number of such titles stored in the OCLC system. The importance of developing standards and their acceptance on a national and international scale was emphasized.

The seminar adjourned for luncheon in the Whittall Pavilion, where other members of the Library staff joined the group. John G. Lorenz, Deputy Librarian of Congress, brought another greeting, reiterating the Library's special interest in Latin America and the Caribbean.

The afternoon session began with presentations on systems for the location and sharing of library resources. John W. Kimball, Jr., General Reference and Bibliography Division, explained the services provided by the Union Catalog Reference Unit and traced the development of the National Union Catalog. He described guidelines for requesting these services from the Library of Congress.

Legare H. B. Obear, Chief of the Library of Congress Loan Division, followed with an examination of the Library's lending policies, the ALA Interlibrary Loan Code, and the guidelines in the *Interlibrary Loan Procedure Manual.* He noted the significance of sharing library resources in the national network envisioned by the National Commission on Libraries and Information Science (NCLIS). Mr. Obear supplied sample request forms and Mr. Kimball distributed kits including a manual of instruction for requesting information and samples of forms developed for mail and teletype requests.

Frederick John Rosenthal, Assistant Chief of the Library Services Division, Congressional Research Service, presented a report on the use of automated information services by CRS. He described the development of a specialized but standardized thesaurus of terms for internally developed data bases, access points used for retrieval of information, and the production of current awareness printouts responding to individual interest profiles. He mentioned commercial information services in use by CRS, a new data base for management purposes, and the value of printout of information once it has been retrieved. A sample search for information, using terms as access points and delivering information on a CRT terminal, was demonstrated by Shirley Loo, Head of the Subject Specialization Section, Library Services Division, CRS.

When the afternoon session ended, seminar participants were taken to the Joseph Henry Building of the National Academy of Sciences, where the Academy and the Library were hosts at a reception for the seminar, members of NCLIS, and invited guests with special interests in Latin American libraries and documentation services. Later they were entertained at a wine and cheese party at the home of Marietta Daniels Shepard, Library and Archives Development Program, OAS.

The sessions of November 15 concentrated on library and information services of national and international agencies. Julio Broide greeted the seminar at the library of the Inter-American Development Bank. He gave an account of the on-demand and specialized services required by the staff of the bank and explained that the library shares universal problems in acquiring library materials pertinent to an agency's mission. He and the library staff members provided refreshments, a brief tour of the library, and an explanation of its collection and services. After a short but brisk walk, the group arrived at the Joint Bank-Fund Library, which serves the International Monetary Fund and the World Bank Group, through the central and various other smaller libraries.

Charles O. Olsen, Assistant Librarian, Joint Bank-Fund Library; Ileana Prebish, the Joint Law Library; and Judy Crillo of the IMF Fiscal Library spoke to the group and explained the special character of the services and collections essential to the work of the

parent agencies. Much material is circulated to the staffs of these agencies, periodical literature is indexed and listed, and monthly lists of new accessions prepared. A tour of the Joint Bank-Fund Library, the Joint Law Library, and the IMF Fiscal Library was followed by a luncheon in a special dining room, where Martin Loftus, Librarian, Joint Bank-Fund Library, joined the group.

The seminar was then taken by a bus furnished by the National Technical Information Service to the NTIS Operations Center in Springfield, Va. There a slide presentation, narrated in Spanish by Rafael Zamarripa, had been planned by Vietta Dowd, Assistant to the Chief, Promotion Division, and Joyce Kronstedt, Tours and Exhibits Manager. After this graphic presentation of the services of NTIS, which is a central source for the public sale of Government-sponsored research, development and engineering reports, and related studies, the group toured the building. Facilities and procedures for the production of microforms and hardcopy and for the maintenance of stock and filling of orders for specific reports or for information were explained during the tour.

A visit and review of the activities of the library of the Civil Service Commission made up the final portion of the day's program. Violet D. Swisher, Librarian, briefly sketched the background of the Commission and the responsibilities of the library in providing the needed bibliographic resources, reference and research services, the acquisition of informational material for the central and regional offices, and the publication of bibliographies in the field of personnel administration. Members of the seminar followed their individual interests in visiting the technical processing and reader services branches of the library. Several participants returned to the Library of Congress for a concert by the American Brass Quintet that evening.

The final seminar session on Saturday morning, November 16, focused upon university and research libraries and met at the new library of the George Washington University. Rupert Woodward, University Librarian, led the group through the library on the way to the meeting room, where morning coffee was served. He described his strategy in planning the library with future as well as present services and facilities in mind.

Darrell Lemke, Coordinator of Library Programs of the Washington Consortium of Universities, spoke on academic library consortia and their characteristics, status, and relation to national library planning. He discussed the organizational, financial, and dimensional aspects of library consortia, describing how local and regional efforts fit into larger patterns. He mentioned the prime activities of consortia, including the identification and sharing of resources, coordination in collection development, and stimulation of continuing education for professional staffs.

Seated (left to right) are Olga Diakonova of UNESCO, Margreet Wijnstroom of IFLA, Frederick Kidder, Rosemary dePaula, Maritza Eustatia, Víctor Martínez, Antonio Gabriel, and Antonio Caetano Dias.

Suzanne Frankie, Assistant Executive Director of the Association of Research Libraries, which includes 82 university and 11 other libraries, spoke about the Association's role in national library program planning.

Many projects which have been initiated, supported, or sponsored by ARL were described, including the Farmington Plan and the National Program for Acquisitions and Cataloging. The Center for Chinese Research Materials and ARL's Office of University Library Management Studies were cited as examples of activities administered by the Association. Through the Association, librarians have been able to accomplish much that could not have been done separately.

At the close of the session it was proposed that Latin American librarians and documentalists consider formation of a working group. Use of an established association, such as the Asociación Latinoamericana de Escuelas de Bibliotecologia y Ciencias de la Información (ALEBCI), as a headquarters was suggested. The seminar concluded with a buffet luncheon in the Cloyd Heck Marvin University Center. During the following week, seminar members attended IFLA sessions and also met as a group and with other working groups.

[*Mary Ellis Kahler*]

IFLA WORKING GROUP ON CONTENT DESIGNATORS
Washington, D.C., November 15-17, 1974

On November 15-17, a meeting of the IFLA Working Group on Content Designators was held at the Library of Congress. The purpose of the working group is to prepare an international format for the communication of bibliographic data in machine-readable form. Agreement was reached on the first draft of a format which will be circulated for comments next spring.

The members of the IFLA Working Group, and observers, photographed at a working session in the Library's Whittall Pavilion, are (left to right) A. L. Van Wesemael, who serves as liaison with the IFLA Committee on Cataloguing, University Library, Utrecht, The Netherlands; Richard Coward, British Library Planning Secretariat, England; Marc Chauveinc, Bibliothèque Interuniversitaire de Grenoble, France; Joel Poncet, Bibliothèque Nationale, France; Rainer Erzepky, Deutsche Bibliothek, Federal Republic of Germany; Mogens Weitemeyer, Det Kongelige Bibliotek, Denmark; Edwin Buchinski, National Library of Canada; James Godwin, Library of Congress, who was an observer; Henriette D. Avram, Chairman, Library of Congress; Lucia Rather, Secretary, Library of Congress; and James Agenbroad, observer, Library of Congress. Not present for the photograph was observer Ernst Kohl, Bayerische Staatsbibliothek, Federal Republic of Germany.